



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
1411 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202-3231

NGB-EO-CR

16 March 2005

MEMORANDUM FOR State Human Resource Officers, ATTN: Equal Employment Managers of All States, Guam, The District of Columbia, Puerto Rico, and the U.S. Virgin Islands

SUBJECT: Official SEEM Training Conferences

1. The purpose of this Memorandum is to clarify that the NGB-EO-CR official conferences and trainings for 2005 are scheduled as follows.

a. New SEEM Orientation and Training, hosted by NGB-EO-CR will be held March 20-24, 2005 at the Hilton Alexandria Old Town, 1767 King Street, Arlington, Virginia.

b. NGB-EO-CR Annual EO/EEO Training Conference, hosted by NGB-EO-CR will be held May 23-27, 2005, Miami, Florida. Point of Contact for this Conference is Ms. Jacqueline Ray-Morris, (703) 607-1710.

c. NGB-EO-CR Two Week EEO Training Course for SEEMs and other EEO officials has been developed, delivery date and location to be announced. Point of Contact is the undersigned.

2. If there are any questions concerning NGB-EO-CR official training conferences, please feel free to give me a call at (703) 607-0779. The aforementioned training information can be viewed by accessing our webpage at <http://www.ngb.army.mil/staff/special/eo/policyprograms/index.asp>.

Mary H. Odom

MARY H. ODOM

Deputy, Office of Equal Opportunity and
Civil Rights

National Guard Bureau